

Department of Building Inspection

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Please visit our website at www.chesterfield.gov/bi



CHESTERFIELD COUNTY, VIRGINIA

Building Permit Fee Schedule

Effective 7/1/04 through 6/30/2005



Generally, fees are reviewed annually and adjusted to cover operational expenses of the department. Residential permit fees are based on the cost per inspection and commercial permit fees are based on the estimated cost of construction. This fee schedule was presented at a public hearing and adopted by the Board of Supervisors. All permit fees are required to be paid at the time of application. Checks should be made payable to: "Treasurer, Chesterfield County."

I. FEE EXEMPTIONS

- A. A building permit fee will not be required where the cost of construction is less than \$500 and would not require securing any permit for electrical, gas, mechanical, or plumbing permits. Please refer to Section 107 of the Virginia Uniform Statewide Building Code.
- B. Church Sanctuaries: Building and auxiliary permits for areas designed and used for religious assemblies, and as a place of worship, are exempt from fees for the sanctuary portion only.
- C. Enterprise Zone: Commercial construction located in the "Enterprise Zone" as designated by the Commonwealth of Virginia, and administered by the Chesterfield County Economic Development Office, will not be required to pay permit fees for building or auxiliary permits (expires 12/31/2014). An Enterprise Zone Application is required before the permit fee can be waived. For more information, contact Economic Development, 804-748-3963.
- D. County departments funded by the general fund will not be required to pay permit fees for building and auxiliary permits.

II. GENERAL FEES

- A. State Levy: The Commonwealth of Virginia imposes a state levy on all permit fees for the purpose of continued education and training (subject to change)..... 1.75%
- B. Administrative Fees:
 - 1. Residential amendments:
 - a) Change in the scope of workAdditional fees may be assessed; Minimum \$48.00
 - b) Change in construction plans and/or setbacks..... Most closely related fee; Minimum \$48.00
 - c) Change in house plans or lot Refund Request/Reapply
 - d) Change in contractor or lien agent..... \$48.00
 - 2. Extensions, takeovers, transfers, reinstatements and permits for CO purposes (each) \$48.00
 - 3. Footing and Foundation Permits: Available for permit holders accepting risk to commence with footing/foundation construction prior to building permit approval..... \$48.00

- C. Public Service Requests:
1. Staff research, computer reports, file retrieval, Freedom of Information Act requests, permit and certificate of occupancy search and reprints At cost
 - a) Administrative research (per 15 minute increment) \$3.50
 - b) Off-site records retrieval (per box) At cost
 2. Architectural drawing reproduction At cost
 3. In-house copies 25¢ each for the 1st 25 copies, 10¢ each thereafter
- D. Re-inspection Fees: charged for each like or same-type inspection made in excess of two..... \$48.00
1. Past due re-inspection fee penalty the greater of 10% or \$10.00
- E. Refunds: are granted if an application for a permit is cancelled by written request to the Building Official within six months of the application date or within 12 months of the issue date, where no inspections have been performed, minus administrative fees as follows:
1. Residential building or associated auxiliary permits, 25% of permit fee Minimum \$48.00
 2. Commercial building or associated auxiliary permits, 25% of permit fee Minimum \$100.00
 3. Environmental Engineering fees, Planning Department fees, and state levy are not refundable.
- F. Temporary Certificates of Occupancy: are granted by the Building Official, based on circumstances of the request and frequency of renewal. Cost for the initial and subsequent extensions:
1. Residential building (single family, townhouses, condos, and duplexes – per unit)..... \$48.00
 2. Commercial buildings and apartments (per building) and subsequent extensions..... \$100.00
 3. Commercial “tenant up-fit” permits, where incomplete work under the “shell” permit causes temporary approval of the associated “tenant up-fit” permit No charge
- G. Foundation Pour Inspection (Residential Only) \$335.00
1. Additional fee, if concrete testing is required..... \$100.00
 2. Additional fee for re-inspection, if inspector is delayed more than one hour \$100.00
 3. Engineering Reports: the Building Official may accept inspection reports from qualified, independent engineers who are approved and reliable. Inspection reports rejected twice will incur a re-inspection fee for each subsequent report..... \$48.00
- H. Code Investigation Fees for failure to obtain a required permit prior to performing construction work (charged in addition to the required permit fees):
1. Residential building or associated auxiliaries 25% or minimum \$48.00
 2. Commercial building or associated auxiliaries..... 25% or minimum \$100.00
- I. Discover Credit Card Fees (subject to change without notice):
1. Purchases up to \$500.00 \$5.00
 2. \$500.01-\$1,000.00..... \$12.00
 3. \$1,000.01-\$2,000.00..... \$24.00
 4. \$2,000.01-\$3,000.00..... \$38.00
 5. Purchases costing more than \$3,000.01..... \$48.00

III. RESIDENTIAL BUILDING PERMITS

- A. State Levy: The Commonwealth of Virginia imposes a state levy on all permit fees for the purpose of continued education and training (subject to change)..... 1.75%
- B. Environmental Engineering Site Inspection Fee: Separate fee, collected by Building Inspection, for all new residential single family dwellings, condos, townhouses, duplexes, apartments, and mobile homes on private property. Any permit (or re-submittal) that changes the footprint of the building, i.e. additions, Florida rooms, garages, porch additions, swimming pools, etc. \$50.00
- C. Single Family Dwellings and Condos/Townhouses/Duplexes (per unit) \$576.00
- D. Modular/Manufactured/Mobile Homes:
 - 1. Industrialized buildings, modular homes (without a permanent chassis)..... \$240.00
 - 2. Manufactured homes (mobile) on private property \$96.00
 - 3. Manufactured homes (mobile) in a mobile home park..... \$48.00
- E. Additions and Other Accessory Structures:
 - 1. Addition, other than those listed below \$336.00
 - 2. Florida room, attached garage, detached garage with “occupiable” space..... \$288.00
 - 3. Detached garage (no “occupiable” space), double-door car shed, and finished pool house..... \$240.00
 - 4. Chimney and porch addition \$144.00
 - 5. Carport, gazebo, deck, dormers, greenhouse, handicapped ramp, unfinished pool house, retaining wall, and boat dock with roof..... \$96.00
 - 6. Swimming pools:
 - a) In-ground with barrier fence..... \$48.00
 - b) Above-ground and in-ground without barrier fence..... \$48.00
 - c) Pool barrier fences (if permitted separately from pool) \$48.00
 - 7. Sheds:
 - a) >150 square feet \$96.00
 - b) ≤150 square feet and costing <\$500 in materials and labor No permit required
- F. Alterations, Renovations and Repairs
 - 1. Renovation, alteration or conversion:
 - a) Resulting in a change in use of square footage. Unfinished space to finished space (with no new footings). Example: converting attic/basement space to finished \$144.00
 - b) Resulting in no change in use of square footage \$96.00
 - 2. Fire damage/repair permits shall be based upon the most similar permit fee, and will be decided at the time of application. Minimum \$96.00
 - 3. Storm damage repair and exterior renovation \$48.00
 - 4. Chimney relining \$48.00
 - 5. Floor joist or footing and foundation repair \$48.00
 - 6. Elevator and wheelchair lift..... \$48.00
- G. Other Residential Building Permits:
 - 1. Relocation (house moving)..... \$192.00
 - 2. Demolition..... \$48.00

IV. RESIDENTIAL AUXILIARY PERMITS

- A. State Levy: The Commonwealth of Virginia imposes a state levy on all permit fees for the purpose of continued education and training (subject to change)..... 1.75%
- B. Electrical Residential Auxiliary Permits:
1. New single family dwelling, condo, townhouse, and duplex (per unit) \$144.00
 2. Industrialized building (modular home) \$96.00
 3. Addition, renovation, and conversion:
 - a) Where rough-in inspection is required \$96.00
 - b) Where rough-in inspection is pre-existing \$48.00
 4. Temporary pole, relocation, service change, installation, replacement and repair..... \$48.00
 5. Mobile or manufactured home:
 - a) On private property \$48.00
 - b) In a mobile home park (hook-ups only) No fee required
- C. Gas Residential Auxiliary Permits:
1. Natural gas – all new installation \$96.00
 2. Propane gas – all new installation:
 - a) Gas piping, propane tank and/or product line..... \$96.00
 - b) Gas piping to appliances only..... \$48.00
 - c) Propane tank and/or product line only..... \$48.00
 3. Mobile or manufactured home:
 - a) On private property \$48.00
 - b) In a mobile home park (hook-ups only)No permit required
 4. Repair or replacement with like appliance (natural or propane) \$48.00
- D. Mechanical Residential Auxiliary Permits:
1. Heating, venting and air conditioning (HVAC):
 - a) New system installation..... \$96.00
 - b) System replacement with new ductwork..... \$96.00
 - c) System replacement without new ductwork..... \$48.00
 2. Mobile or manufactured home:
 - a) On private property \$48.00
 - b) In a mobile home park (hook-ups only)No permit required
 3. Woodstove installation \$48.00
 4. Fuel Tank installation and/or removal..... \$48.00
- E. Boiler and Fire Auxiliary Permits (each)..... \$48.00
- F. Plumbing Residential Auxiliary Permits
1. New single family dwelling, condo, townhouse, and duplex (per unit) \$192.00
 2. Industrialized buildings (modular home) \$96.00
 3. Addition, renovation and conversion:
 - a) Where rough-in inspection is required \$96.00
 - b) Where rough-in inspection is pre-existing \$48.00
 4. Backflow prevention \$48.00
 5. Mobile or manufactured home:
 - a) On private property \$48.00
 - b) In mobile home park..... No permit required

V. COMMERCIAL BUILDING PERMITS, including APARTMENTS (PER UNIT)

- A. State Levy: The Commonwealth of Virginia imposes a state levy on all permit fees for the purpose of continued education and training (subject to change) 1.75%
- B. Church Sanctuaries: Building and auxiliary permits for areas designed and used for religious assemblies, and as a place of worship, are exempt from fees for the sanctuary portion only.
- C. New Construction:
 - 1. Minimum fee \$250.00
 - 2. For each \$1,000 or fraction thereof, of the estimated construction cost..... \$6.20
- D. Additions:
 - 1. Minimum fee \$150.00
 - 2. For each \$1,000 or fraction thereof, of the estimated construction cost..... \$6.20
- E. Tenant Up-fit, Repair, Renovation, Re-roof, Concrete Slab, Elevator, Escalator, Wheelchair Lift, Pole Buildings, Pavilions, Satellite Dishes, and Accessory Structures:
 - 1. Estimated cost of \$2,000 or less \$100.00
 - 2. For each additional \$1,000 or fraction thereof, of the estimated construction cost above \$2,000 \$6.20
- F. Communication Towers..... \$200.00
- G. Industrialized buildings (including foundations) and Retaining Walls \$100.00
- H. Signs:
 - 1. Estimated cost of \$2,000 or less \$50.00
 - 2. For each additional \$1,000 or fraction thereof, of the estimated construction cost above \$2,000 \$5.50
 - 3. Separate Planning Department fee:
 - a) Permanent sign \$120.00
 - b) Temporary sign..... \$60.00
- I. Flag Poles and Tents (greater than 900 Square Feet) \$40.00
- J. Trailer Installations or Relocations (construction, classroom or office)..... \$50.00
- K. Commercial Swimming Pools:
 - 1. Estimated cost of \$2,000 or less \$150.00
 - 2. For each additional \$1,000 or fraction thereof, of the estimated construction cost above \$2,000 \$5.50
 - 3. Barrier permit, if permitted separately from the commercial swimming pool permit..... \$50.00
- L. Demolition of a Commercial Structure..... \$100.00
- M. Change of use or occupancy when no work is being performed \$50.00

VI. COMMERCIAL AUXILIARY PERMITS

- A. State Levy: The Commonwealth of Virginia imposes a state levy on all permit fees for the purpose of continued education and training (subject to change)..... 1.75%
- B. Church Sanctuaries: Building and auxiliary permits for areas designed and used for religious assemblies, and as a place of worship, are exempt from fees for the sanctuary portion only.
- C. Electrical, Mechanical, Plumbing, Gas, and Boiler:
 - 1. Estimated cost of \$1,000 or less \$50.00
 - 2. For each additional \$1,000 or fraction thereof, of the estimated cost over \$1,000 \$5.50
- D. Fire, Suppression and Alarm System Permits:
 - 1. Estimated cost of \$1,000 or less \$50.00
 - 2. For each additional \$1,000 or fraction thereof, of the estimated cost over \$1,000 \$6.20
- E. Amusement Devices:
 - 1. A current certificate of insurance is required to be on file at the time of application
 - 2. Administrative amusement permit for Kiddie Ride only, where no inspections are required (current copy of inspection ticket or sticker is required at the time of application)..... No fee
 - 3. Kiddie Ride..... \$15.00
 - 4. Major Ride..... \$25.00
 - 5. Spectacular Ride..... \$45.00

VII. ADMINISTRATIVE COMMERCIAL PERMITS

- A. Change of Occupancy where no work is being performed..... \$50.00
- B. Annual Elevator Certificates of Compliance for elevators, dumbwaiters, man-lifts, and escalators (per unit), payable on or before December 31st for the following year..... \$40.00